

THIRD MARINE DIVISION
MEDICAL LOGISTICS READINESS
INSPECTION CHECKLIST
(REVISED: JUN 1999)

UNIT: _____

DATES: _____

INSPECTOR: _____

SCORE: Mission capable/Non-Mission capable

IV. TRAINING GENERAL (DivO P6000.5 SERIES)

- Yes___ No___ 1. Has the Training Desktop Procedures and turnover file been reviewed and signed by the Training PO and SMDR semi-annually?
- Yes___ No___ 2. Have lesson plans for each of the subjects required by BST P1500.89 been made and duplicated and have they been reviewed by the SMDR and Training Petty Officer semi-annually?
- Yes___ No___ 3. Was training being conducted regarding the nature and danger of STD and the principles and methods for prevention thereof?
(NAVMEDCOMINST 6222.1)
- Yes___ No___ 4. Was periodic inservice education or refresher training in applicable areas of medical treatment provided and/or documented for each non physician provider?
[OPNAVINST 6320.3 Par. 7.B (2)]
- Yes___ No___ 5. Are separate training logs for Hospital Corpsman and non-medical personnel maintained?
- Yes___ No___ 6. Are documented training requests being submitted to Battalion S-3 for Marine medical training?
- Yes___ No___ 7. Are documented requests for medical training being placed on the Battalion training schedule?
- Yes___ No___ 8. Are attendance rosters being maintained and annotated to include: class title, date, names, pay grade, length of course and instructor?
- Yes___ No___ 9. Are requests for rescheduling of canceled classes being submitted to BN S-3?
- Yes___ No___ 10. Were training records kept on each enlisted member? (to include the following information):
(OPNAVINST 3120.32 series)
- Yes___ No___ a. Orientation package
- Yes___ No___ b. Skill level application package
- Yes___ No___ c. Preceptor's appointment letter
- Yes___ No___ d. Past training history/pg 4
- Yes___ No___ e. Personnel Advancement Requirements
- Yes___ No___ f. Privacy Act Statement (Feb 86)
- Yes___ No___ g. Advancement exam results
- Yes___ No___ h. Correspondence course completion's
- Yes___ No___ i. Off-duty education completion's
- Yes___ No___ j. Cross training (subject, date, supervisor)
- Yes___ No___ k. Required professional and military classes
(class roster and date completed)

- Yes___ No___ 1. BLS certification
 Yes___ No___ m. Other professional/military certification
- Yes___ No___ 11. Is there an effective orientation program for newly arrived personnel?
- Yes___ No___ 12. Is the skill level application being Utilized and re-evaluated quarterly?
- Yes___ No___ 13. Is there a cross training program for Corpsmen in effect, and a cross training schedule posted?
14. Does the Training Petty Officer have the following reference material on hand?
- Yes___ No___ a. Advancement Handbook for Petty Officers (NAVEDTRA 71405)
- Yes___ No___ b. FM 21-10 Field Hygiene and Sanitation
- Yes___ No___ c. FM 21-11 First Aid for Soldiers
- Yes___ No___ d. BST Manual (P1500.44C)
- Yes___ No___ e. List of Training Manual and Nonresident Training Courses (NAVEDTRA 12061)
- Yes___ No___ 15. Are class schedules flexible and frequent enough to allow maximum participation of all Hospital corpsmen? (NAVMEDCOMINST 1500.8)
- Yes___ No___ 16. Are pre-deployment preparations for operations or training in cold/hot weather environment, included in training of all personnel in the identification and prevention of heat/cold injuries? (MCO 3470.1A)
17. Is a Navy Correspondence Course log maintained with the following information?
- Yes___ No___ a. Member's name
- Yes___ No___ b. Course title
- Yes___ No___ c. Course number
- Yes___ No___ d. Date ordered
- Yes___ No___ e. Date received/started
- Yes___ No___ f. Date completed
- Yes___ No___ 18. Is there minimum attendance of 80% per class by name on the subjects taught?
- Yes___ No___ 19. Are litter bearers assigned by name by the Battalion Commander in accordance with FMFM 4-50? (infantry battalions only)
- Yes___ No___ 20. Have litter bearers been trained within the last six months in accordance with FMFM 4-50?
- Yes___ No___ 21. Are medical personnel receiving documented 9mm pistol qualification firing, in accordance with MCO 3574.2H?
- Yes___ No___ 22. Are semi-annual Disaster Preparedness/Mass Casualty Drills being conducted (to include non-medical personnel), as per FMFPACO P6000.4K?

A. Are the following required GMT and professional classes for Hospital Corpsmen given annually? (OPNAVINSTs 1500.22 series & 3120.32 series and FMF 4-50)

- Yes___ No___ 1. Recognition and treatment of battle and non-battle injuries, including NBC casualties.
- Yes___ No___ 2. Triage and evacuation procedures including basics of medical regulating.
- Yes___ No___ 3. Utilization of Authorized Medical Allowance Lists and T/E materials and methods of re-supply.
- Yes___ No___ 4. Preventive Medicine procedures in the field.
- Yes___ No___ 5. Field Emergency Tag reporting procedures.
- Yes___ No___ 6. CPR training. (Cert/Recertification)
- Yes___ No___ 7. Emergency medical procedures.
- Yes___ No___ 8. Japanese B Encephalitis Vaccine.
- Yes___ No___ 9. Health Record Maintenance.
- Yes___ No___ 10. NBC passive defense classes. (Must be taught by Unit NBC)
- Yes___ No___ 11. Substance abuse classes. (Must be taught by Unit SACO).
- Yes___ No___ 12. Safety/ Hazardous Materials
- Yes___ No___ 13. Code of Conduct
- yes___ No___ 14. Financial Responsibilities
- Yes___ No___ 15. Legal Assistance
- Yes___ No___ 16. Sea Power

B. Have the Marines received the following required classes annually?

- Yes___ No___ 1. Abdominal, Chest Thrust

- Yes___ No___ 2. Burns
- Yes___ No___ 3. Common Injuries
- Yes___ No___ 4. CPR
- Yes___ No___ 5. Field Sanitation/Messing
- Yes___ No___ 6. Foot Care/Forced March Preparation
- Yes___ No___ 7. Head Injuries
- Yes___ No___ 8. Heat and Cold Injuries
- Yes___ No___ 9. Hemorrhage
- Yes___ No___ 10. HIV Awareness (given by certified instructor)
- Yes___ No___ 11. Human & Animal Bites
- Yes___ No___ 12. Insect Bites/Sting & Insect-Born Diseases
- Yes___ No___ 13. Japanese Encephalitis Prevention
- Yes___ No___ 14. Malaria
- Yes___ No___ 15. Personal Hygiene
- Yes___ No___ 16. Shock
- Yes___ No___ 17. Sucking Chest Wound
- Yes___ No___ 18. Snake Bites
- Yes___ No___ 19. Transportation
- Yes___ No___ 20. Splinting/Bandaging
- Yes___ No___ 21. STD Prevention
- Yes___ No___ 22. Stress Management